



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY GARRISON VICENZA
UNIT 31401, BOX 80
APO AE 09630

SEP 16 2005

IMEU-VIC-EEO

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: U.S. Army Garrison Vicenza Policy Memorandum 06-22, Anti-Harassment

1. References

- a. AR 690-12, EEO and Affirmative Action, 4 March 1988
- b. AR 600-20, Army Command Policy, 13 May 2002
- c. Section 1561, Title 10, United States Code (10 USC 1561)
- d. Conditions of Employment of Local National Personnel, 1 September 2000
- e. EEOC Management Directive 715, Affirmative Employment and Affirmative Action Programs, 1 October 2003

2. As Commander of the U.S. Army Garrison Vicenza, I am committed to ensuring all soldiers, civilian and local national employees, and family members live and work in an environment that is free from all forms of harassment and discrimination. Sexual harassment and harassment based on all protected classes, including race, color, religion, age, sex, national origin, disability and sexual orientation is prohibited. Harassment is one of the most severe forms of disrespect. It indicates a breakdown in leadership and has no place in our organization.

3. Civilian and military personnel will receive annual Equal Opportunity/Equal Employment Opportunity training and understand their rights and responsibilities to create and maintain an environment that promotes productivity and respect for human dignity. Military supervisors of civilian personnel will receive training and become familiar with civilian procedures for processing reported incidents of sexual harassment and other forms of discrimination. Local national employees are also required to attend prevention of sexual harassment training and the USAG Vicenza will provide this training in Italian.


4. Supervisors and managers must treat harassment issues as command special interest items; ensure that their employees attend training; take prompt, swift action when incidents are reported; and take appropriate administrative and/or punitive action in substantiated cases of unlawful harassment.

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5. My intent is to create and sustain a command climate where military and civilian employees are comfortable coming forward and reporting harassing behaviors without fear of retaliation. This includes seeking resolution at the lowest levels and requesting assistance from their chain of command, Equal Opportunity Office, or Equal Employment Opportunity Office. Soldiers may initiate and process EO complaints in accordance with AR 600-20. In addition, U.S. civilian and military personnel can file sexual harassment complaints under Section 1561 of Title 10, U.S. Code. The USAG Vicenza EO Advisor is the point of contact for military personnel at 634-7093. The point of contact for U.S. civilian employees is the EEO Officer at 634-7976. Local national employees may seek assistance from their chain of command and the Civilian Personnel Advisory Center's Local National Human Resource Specialist (Employee/Labor Relations) at 634-7476.

6. Sexual harassment or any other form of sexual misconduct will not be tolerated.



VIRGIL S.L. WILLIAMS
COL, QM
Commanding

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